

Policy and Resources Committee – 15 September 2025

[Shetland Islands Council Committee Information - Meetings](#)

Item	Subject	Decision
1	Chair's Report: Road Asset Management Plan 2025-2030	The Committee RECOMMENDED, having taken account of any comments from the Environment and Transport Committee, that Shetland Islands Council RESOLVES to approve the Road Asset Management Plan attached as Appendix 1, as part of the Council's Strategic framework documents, as set out in Part A of the Council's Constitution, to be managed by the Environment and Transport Committee.
2	Chair's Report: Scottish Recommended Allowance – Kinship Care and Foster Care	<p>The Committee RECOMMENDED that the Council RESOLVES to APPROVE:</p> <p>The implementation of the new Scottish Recommended Allowance rate for kinship and foster carers for 2025/26, as set out at Section 4.7 of this report</p> <p>That the rate for Fostering and Kinship Allowances in future years will be proposed in line with the Scottish Recommended Allowance, for approval through the Council's annual budget-setting process.</p>
3	Chief Social Work Officer Report 2024-25	The Committee NOTED the content of the Chief Social Work Officer Report 2024-25.
4	Community Health and Social Care Planning and Performance Update Q4	The Committee NOTED the Planning and Performance update at Quarter 4, 2024/25.
5	Community Health and Social Care Planning and Performance Update Q1	The Committee NOTED the Planning and Performance update at Quarter 1 (April – June 2025), 2025/26.
6	Corporate Services Q1 Performance Report	The Committee NOTED the Q1 Performance Report.
7	SIC Overall Management Accounts 2025/26 Projected Outturn at Q1	The Committee RECOMMENDED that the Council RESOLVES to:

		<p>NOTE the Management Accounts showing the overall projected outturn position at Quarter 1 as set out in Appendices 1-7 which shows an increase of £3.3m in the use of reserves from the original budget to the projected draw, from £49m to £52.3m;</p> <p>APPROVE budget virements in line with the variance analysis set out in Appendices 1-3 to cover over/underspends identified;</p> <p>APPROVE additional budget of £1.4m to meet the full cost of agreed pay awards;</p> <p>APPROVE the adjustments to the 2024/25 budget to reflect the additional funding offered to the Council, as set out in Appendix 7 and 1.1.5 note the changes to planning fees as set out in Appendix 8.</p>
8	Council Investment Review for Quarter to 30 June 2025	The Committee NOTED the outcome of the quarterly review.
9	Exceptions to Council Contract Standing Orders	The Committee NOTED an exception to Shetland Islands Council Contract Standing Orders.
10	Revised Overtime and Time Off in Lieu (TOIL) Policy	The Committee RESOLVED to approve the revised Overtime and TOIL Policy as set out as Appendix 1; and agreed that the Council's Executive Manager – Human Resources be given delegated authority to make updates to the revised Overtime and TOIL Policy where these are required to give effect to legislative requirements, Council decisions or changes in operational procedure, and to note that any such changes will be notified in the document version control and where considered necessary, by a briefing note to Councillors and/or officers.
11	Asset Investment Plan – Progress Report	<p>The Committee RECOMMENDED that the Council:</p> <p>NOTES the progress of the projects within the Asset Investment Plan.</p>

		APPROVES the adjustments to capital budgets for anticipated project spend in 2025/26, described at section 4.8.
12	Asset Investment Plan – Outline Business Case – New Relief Ferry	<p>The Committee RECOMMENDED that the Council RESOLVES to:</p> <p>APPROVE the proposals described in Section 4.3. and the Outline Business Case – Ferry Resilience Review – New Build Relief Ferry included as Appendix A to the report.</p> <p>DELEGATE authority to the Executive Manager – Ferry & Airport Operations & Port Infrastructure (or their nominee), as Project Senior Responsible Owner, to:</p> <ul style="list-style-type: none"> • establish a Project Board, appoint a Project Manager and create a Project Team and to take such decisions as may be required in the governance and operation of the Project. • instruct development of and approve a Procurement Strategy, following which to undertake the identified procurement exercises for design, works and/or services in line with the procurement strategy to inform and finalise the Full Business Case. • procure such services and take such actions as may be required to enable completion of the Full Business Case.
13	Visitor Levy	<p>The Committee:</p> <p>NOTED the contents and conclusions of the Shetland Visitor Levy Report.</p> <p>AGREED that the Council will not pursue further implementation of the Visitor Levy under powers granted to it by the Visitor Levy (Scotland) Act 2024, and will instead continue to engage with the Scottish Government in discussions and investigations regarding alternative levy models and discretionary revenue-raising powers.</p>

14	Cost of Living Supports 2025/26	<p>The Committee:</p> <p>APPROVED the proposals set out in section 4.3 for the Islands Cost Crisis Emergency Fund £223,000 revenue allocation to Shetland Islands Council for 2025-26.</p> <p>DELEGATED authority to the Director of Development Services (or his nominee) to ensure funding is fully utilised on the proposals set out in section 4.3 and if required, to reallocate spending between proposals should an over/underspend occur, or as otherwise may be deemed necessary in response to unforeseen or exceptional circumstances.</p>
15	Climate Change – ‘Shetland Climate Change Strategy and Implementation Plan’	<p>The Committee CONSIDERED and COMMENTED on the contents of the report, and RECOMMENDED that Shetland Islands Council:</p> <p>APPROVE the Shetland Climate Change Strategy</p> <p>APPROVE the associated Shetland Climate Change Implementation Plan.</p>
16	Archaeology Services	<p>The Committee:</p> <p>NOTED the information presented in the report and at Appendix 1 including the use of contingency resources</p> <p>RECOMMENDED that the Council APPROVES the proposed addition of new charges, set out in Appendix 1 to the report, to the Council’s Schedule of Charges for 2025/26</p>
17	Shetland Islands Council Risk Register	<p>The Committee:</p> <p>CONSIDERED the content of the report and the Shetland Islands Council’s Risk Register attached at Appendix 1.</p> <p>ADVISED the Chief Executive and Corporate Management Team of its views.</p>

END